

Administrative Permit: METEROLOGICAL TESTING FACILITIES

		FEES*	INITIAL DEPOSIT*	FEE CODE
DPLU PLANNING			\$1,910	4900
DPLU ENVIRONMENTAL		\$630**		
DPW ENGINEERING			\$795	
DPW INITIAL STUDY REVIEW				
STORMWATER				
DEH	SEPTIC/WELL SEWER			
DPR				
INITIAL DEPOSIT \$3,335				

VIOLATION FEE: \$500

* **See Website:** <http://www.sdcounty.ca.gov/dplu/cost-schedule-info.html> **for average processing costs.**

** Initial DPLU Environmental Fee. Additional deposit may be collected if CEQA Exemption does not apply.

NEW: Use our [Discretionary Permit Cost Guide!](#) to get an idea of how much the County portion of your project may cost.

- Please read and follow instructions Step by Step!! -

Step 1:

All forms/plans listed under **(Step 1)** must be completed, signed, scanned and saved as "pdf" files, then **submitted on CD's**. The forms have "Data Entry Form Fields" and can be completed and saved on your computer.

- Plot Plan
- [126 Acknowledgement of Filing Fees and Deposits](#)
- [305 Ownership Disclosure](#)
- [320 Evidence of Legal Parcel \(and any deeds\)](#)
- [346S Supplemental Application Form](#)
- [511 Notice of Proposed Administrative Permit](#)
- [514 Public Notice Package/Certification](#)
- [581 Plan Check Pre-Application Notice](#)

Step 2:

In addition to the electronic copies on CD, all forms/plans listed under (Step 2) must be completed, signed and submitted as Hardcopies.

- Plot Plans: **Eight (8) hard copies.**
 - If in Alpine CPG area: **Eight (8) hard copies.**
 - If in the (USD RIP) River Way Specific Plan area: **Ten (10) hard copies.**

- [346 Discretionary Permit Application Form](#): One (1) hard copy.
[346S Supplemental Application Form](#): One (1) hard copy.
[511 Notice of Proposed Administrative Permit](#): One (1) hard copy.
--- Public Notice package (see [DPLU-516](#) for details)

- a. One (1) set of gummed labels on 8½" x 11" sheets containing the names and addresses of all property owners.
- b. One (1) set of stamped (**with USPS Forever Stamps**) and addressed envelopes (4¼" x 9½" business size) for each property owner on the list.

All forms listed below are informational only and shall not be submitted.

These are available at: [DPLU Zoning Forms](#).

- 515 Public Notice Procedure
- 516 Public Notice Applicant's Guide
- 903 Meteorological Testing Facility Applicant's Guide
- 906 Signature Requirements
- ZC001 Defense and Indemnification Agreement
- ZC013 G-3 Determination of Legal Parcel
- ZC090Z Typical Plot Plan

**This application requires an appointment to submit.
To schedule or cancel appointments please call (858) 694-2262.**

NOTES:

1. Save **each** whole Study, Report, Plot Plan, Map, etc., **as a single PDF file on CD(s)**. Save as many PDF files as possible on each CD. Provide two (2) copies of each CD.
2. **Plot plans, elevation drawings, etc. (must be at least 11" x 17") are to be stapled together in sets and folded to 8½" x 11" with the lower right-hand corner exposed.**
3. Inform applicant that project goes to local Community Planning Group and/ or Design Review Board for recommendation.